DFIRS NEWS

Delaware Fire Incident Reporting System

Message from the Program Manager

FEMA has tightened the standards that states must adhere to for reporting incident information (see page 2). Making the accurate and timely reporting of incident information to the State Fire Marshal's Office crucial. It is important to remember that incident reporting satisfies State Fire Prevention Commission regulation, Chapter 5, Section 1-1.8 in addition to Federal regulations governed by FEMA.

Important Coding Information

Ask anyone who has ever electronically entered an incident report and they will tell you that the key to incident reporting is to accurately record the incident type. If you have kept up with past editions of the DFIRS Newsletter, you know that incident type is the actual situation that emergency personnel find on the scene when they arrive. Remember, the incident type you record is not always the same as the incident type initially dispatched.

Coding Questions

Question:
Do we record the Hazmat DNREC trailer as part of our apparatus count on the Basic Module?

Answer:
No. Since the department does not own the apparatus this does not get counted in the apparatus numbers in the Basic Module. However, make sure to count the apparatus that pulled the trailer.

Question:
If our department takes a run for another department because they "scratched" is this considered as mutual or automatic aid?

Answer:
Yes. Record this as automatic aid (Based upon a pre-established agreement between two jurisdictions, either fire department provides services to areas that are the responsibility of the other fire department on an automatic basis).

Remember if you are the department **that** scratched follow these procedures:

- Scratch runs are not recorded in the incident reporting system. This is the **only** 911 dispatch a department receives that does not need to be entered in the incident reporting system.

- Scratch runs are not recorded in the incident reporting system due to the fact that the number of incidents departments responded to would be overstated in the database. In addition, the whole premise behind incident reporting is recording what a department finds on scene, actions taken, and resources used. With scratch runs none of these events occur.

Question:
We had a doghouse that caught fire, is this considered a structure fire?

Answer:
Yes. A doghouse is a structure and therefore the incident type code is 112 – Structure Fire other. When filling out the structure module simply record the structure type as 0 (other) and the good news is that the rest of the module will not need to be filled out.

Question:
How should a tree over the roadway be recorded?

Answer:
There really is a lot of latitude in coding this report. However, for the State of Delaware the incident type code should be 460 – Accident, potential accident other.

New Codes Added

The latest revision of the Incident Reporting System included the addition of several new incident types. The following incident types have been added for your use:

NFIRS REPORTING GUIDELINES

Issued by the United States Fire Administration National Fire Data Center
Effective January 1, 2004

State Reporting Procedures
STATE SUBMISSION OF DATA
It is requested that all states submit data to USFA on a quarterly basis although the monthly submission of data is encouraged.

QUARTERLY STATE DATA SUBMISSION AND RELEASE DATES

    1st Quarter - April 1st
    2nd Quarter - July 1st
    3rd Quarter - October 1st
    4th Quarter - January 1st

ANNUAL STATE DATA SUBMISSION AND RELEASE CUTOFF DATE
States may revise, correct and resubmit data to USFA for the previous calendar data year until the annual data submission deadline on July 1st. After July 1 each year, the USFA will compile and release into public domain the annual national NFIRS database for the previous calendar year.
Annual Data Submission Cutoff - July 1st

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In the past State data was due to FEMA on a yearly basis. Now that the data is due and released on a quarterly basis we must adhere to the state requirement that all incidents be submitted within ten days after the end of the month in which the incident occurs.

240 – Explosion (no fire), other
324 – Motor vehicle accident with no injuries
340 – Search for lost person, other
350 – Extrication, rescue, other
360 – Water and ice-related rescue, other
410 – Combustible and flammable gas or liquid spills or leaks, other
420 – Toxic chemical condition, other
440 – Electrical wiring/equipment problem, other
451 – Biological hazard, confirmed or suspected
460 – Accident, potential accident, other
480 – Attempted burning, illegal action, other
510 – Person in distress, other
520 – Water problem, other
540 – Animal problem or rescue, other
550 – Public service assistance, other
622 – No incident found on arrival at dispatch address
650 – Steam, other gas mistaken for smoke, other
672 – Biological hazard investigation with no hazardous condition found
710 – Malicious, mischievous false alarm, other
730 – System or detector malfunction, other
740 – Unintentional transmission of alarm, other
751 – Biological hazard, malicious false report

If you are using third party software to record your incidents (i.e.: FireHouse, FirePrograms, Red Alert) please check to make sure your system contains these codes. If your system does not contain the above codes contact your vendor and request a system update.

For more information regarding the Delaware Fire Incident Reporting System (DFIRS), please contact Crystal Beach at 302-739-5665 or crystal.beach@state.de.us

PLEASE POST FOR ALL DEPARTMENT MEMBERS